

***City of York Board of Architectural Review
Minutes
February 8, 2023***

Members present:

Chairperson Beth Johnston
Gary Stewart
Diane Hanlon
Quinn Witte
Missy Coleman
Linda Lowman
Gene Gaulin

Members absent:

Others present:

Zoning Administrator Blackston
Planner Kim Womble
Municipal Clerk Amy Craig
Megan Jackson
Krunal Patel

Chairperson Beth Johnston called the meeting to order at 6:31 p.m.

The first item of business was approval of the draft Minutes from the January 9, 2023 meeting. Upon a Motion by Gary Stewart, seconded by Diane Hanlon, the Board approved the draft Minutes as submitted. Beth Johnston abstained from the Motion with all other members voting in favor of the Motion.

The second item of business was consideration of a certificate of appropriateness (COA) application for entryway renovations for 100 West Jefferson Street.

Zoning Administrator Blackston reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Missy Coleman, seconded by Diane Hanlon, the Board unanimously approved the application as submitted; thereafter, a Motion was made by Gene Gaulin to amend the previous Motion to eliminate the stacked stone veneer to cover the base of the porch beams portion of the application. After a second was made by Missy Coleman, the amended Motion was unanimously approved.

The third item of business was consideration of a certificate of appropriateness (COA) application for monument and wall signage for Spirit Shoppe to be located at 1070 Filbert Highway and located in the Gateway Corridor Overlay District.

Monument Sign: Upon a Motion by Gary Stewart, seconded by Linda Lowman, the Board unanimously conditionally approved the monument sign portion of the application based on it complying with the Gateway Corridor Overlay guidelines and an updated plan being submitted and approved by City staff prior to installation.

Wall Signage: Upon a Motion by Missy Coleman, seconded by Gene Gaulin, the Board unanimously approved the wall signage portion of the application as submitted.

The fourth item of business was consideration of a certificate of appropriateness (COA) application for monument signage for Family Dollar located at 630 East Liberty Street and located in the Gateway Corridor Overlay District.

After much discussion and upon a Motion by Linda Lowman, seconded by Gary Stewart, the Board unanimously approved the application as submitted.

The fifth item of business was documentation of certificate of appropriateness applications.

The sixth item of business was an update regarding staff-approved certificates of appropriateness. Zoning Administrator Blackston indicated that there were no (0) staff-approved COA applications to report at this meeting.

Also, the Board members requested a copy of the 2022 City Manager's letter to the Local Historic District property owners.

There being no further business, the meeting was adjourned at 7:31 pm.

Respectfully submitted,

Amanda C. Blackston
Zoning Administrator

cc: File, Board of Architectural Review 2/8/2023
Dalton Pierce, City Manager